

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

74

July 29, 2003

**FROM:**       **JAMES A. FELTEN**, Public Health Programs Administrator  
                  Department of Public Health

**SUBJECT: CLASSIFICATION ACTIONS**

**RECOMMENDATION:**

1. Establish the classification Veterinary Preventive Services Manager (VPSM), Management Unit. Establish salary for new classification as R70 (\$65,083 - \$83,262), as a Minute Order Amendment to the Salary Ordinance.
2. Approve the reclassification of position # 05456 from Senior Public Health Veterinarian, Professional Unit, R61 (\$52,166 - \$66,664), to Veterinary Preventive Services Manager, Management Unit, R70 (\$65,083 - \$83,262).
3. Delete the classification Senior Public Health Veterinarian, when vacant.
4. Approve indicated salary change as a Minute Order Amendment to the Salary Ordinance: Public Health Veterinarian, Professional Unit, R59 (\$49,691 - \$63,482) to R65 (\$57,554 - \$73,549).
5. Amend County Conflict of Interest Code List of Designated Employees to include the classification of Veterinary Preventive Services Manager in the Public Health Department in disclosure category 4.

**BACKGROUND INFORMATION:** The Preventive Veterinary Services Program oversees the surveillance, investigation, prevention, and control of diseases transmissible between animals and humans, e.g., rabies, anthrax, brucellosis, and others. These positions are key to the public's health in that many emergent animal-borne diseases are also threats to humans, and have been linked to widespread disease outbreaks such as Severe Acute Respiratory Syndrome (SARS).

The duties and responsibilities of the Veterinary Preventive Services Manager (currently the Senior Public Health Veterinarian), have increased in recent years due to new and emerging animal and vector transmitted diseases, some of which have been officially designated as possible terrorist threat agents (anthrax/tularemia).

Page 1 of 2

Record of Action of the Board of Supervisors

74

## CLASSIFICATION ACTIONS

July 29, 2003

Page 2 of 2

74

The VPSM works closely with the Public Health Programs Administrator, the County Health Officer, and Animal Control staff in managing resources to address these newly identified illnesses. In addition, the constant danger from fires or earthquakes in the mountain areas pose a danger to pets and humans as wild animals are driven from their environments. If families are driven from mountain areas during an emergency evacuation, the Veterinary Health staff would be involved in facilitating the temporary placement of pets, including large animals such as horses, llamas and other livestock. These animals may also be injured due to fire or other natural causes, or during the emergency transport process. Wild animals may be a threat to pets and humans during a natural or other disaster since they could become aggressive and attack and or injure domestic animals, their owners, or emergency personnel. Wild animals often carry diseases, which could also be transmitted to pets or humans. The VPSM is responsible for evaluating all such threats and taking action to mitigate their harmful effects.

The Preventive Veterinary Services Manager, is empowered to:

- establish, maintain and enforce quarantine, sanitary and immunizing measures deemed necessary to prevent livestock and other disease spread
- regulate transportation of livestock
- examine and test animals
- investigate any outbreak of diseased animals, and take and enforce measure to suppress and prevent further spread
- carry out other duties as specified in Chapter 5 of Division 2 of Title 3 of the San Bernardino County Code 32.05

The current incumbent in the position of Senior Public Health Veterinarian recently retired after 30 years of service. He promoted to the senior position in November of 2000 from the Public Health Veterinarian position. Since that time, the department has been unable to successfully recruit to fill the veterinarian vacancy created by this promotion.

As the previous salary was not competitive, recruitment efforts for veterinarians to work in Public Health have been unsuccessful. The recommended reclassifications will bring salaries closer to parity with other local government veterinarians. The department believes the veterinarian positions can be filled at these levels.

The new classification meets the requirements to be included in the conflict of interest code. Recommendation 5 updates the list of designated employees to include the classification of Veterinary Preventive Services Manager.

Fair Labor Standards Act (FLSA) Status of New Class: Exempt

**REVIEW BY OTHERS:** The proposed action has been reviewed by Human Resources (Linda Matthews, Classification Manager) on July 15, 2003 and by County Counsel (W. Andrew Hartzell, Deputy County Counsel) on July 15, 2003. This item has also been reviewed by the County Administrative Office (Carol Hughes, Administrative Analyst) on July 17, 2003.

**FINANCIAL IMPACT:** The additional cost of reclassifying these positions for the remainder of FY 2003-04 is \$27,400. This increased cost will be funded by salary savings. The current incumbent recently retired resulting in current year savings. The full year additional cost of \$35,600 for these positions can be accommodated by shifting realignment fund usage within the Department to cover these additional costs.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTER:** James A. Felten, Public Health Programs Administrator (909) 387-9146

74